



or tab was not received by the applicant within one (1) calendar year after the item was issued (mailed) by the department. After the one (1) calendar year period has elapsed, the applicant must submit the required documents and fee to obtain the duplicate title, replacement plates, tabs or plates and tabs.

(2) The application must be completed in its entirety. The affidavit must state that the certificate of title, license plate or tab was not received by the applicant and, if the item is received at a later date, it will be returned to the department immediately.

AUTHORITY: section 136.030, RSMo 1986.*
Original rule filed June 10, 1986, effective Sept. 26, 1986.

*Original authority: 136.030, RSMo 1945, amended 1947, 1949, 1965.

12 CSR 10-23.310 Issuance of Special Fuel Decals

PURPOSE: This rule establishes the procedures for issuance of special fuel decals.

(1) The owners of the motor vehicles powered by liquefied petroleum (LP) gas, natural gas or electricity annually shall purchase a special fuel decal prior to January 31 and pay the annual decal fee set by law. For motor vehicles obtained and converted to run on LP gas, natural gas or electricity after January 31 of any year, the decal fee shall be reduced by one-twelfth (1/12) for each month which has elapsed since the beginning of the year. The owner of any vehicle that was titled, registered and equipped to run on LP gas, natural gas or electricity as of January 31 shall pay the full year's fee.

(A) Example A: An applicant has May plates on a vehicle equipped to run on LP gas and applies for a special fuel decal during February of the following year. The full fee is due.

(B) Example B: An applicant purchases a vehicle equipped to run on LP gas in May and titles and registers his/her vehicle in the same month. The applicant will be issued a special fuel decal and the fee would be prorated over eight (8) months.

(C) Example C: An applicant owns a vehicle which has been previously titled and registered and converts it to use LP gas in May. The applicant will be issued a special fuel decal and the fee would be prorated over eight (8) months.

(2) The special fuel decal fee paid for each motor vehicle is transferable upon either a change of ownership of the motor vehicle or if the LP gas, natural gas or electrical equipment is removed from the vehicle by the seller upon change of ownership and is subsequently installed in another vehicle acquired or owned by the seller.

(A) When the ownership of a motor vehicle is transferred to another person, the decal issued to the motor vehicle will remain with the vehicle and shall be transferred to the new owner. The new owner shall complete a new application for the special fuel decal but no fee will be charged for the decal transfer.

(B) When LP gas equipment, natural gas equipment or electrical power equipment is removed by the owner upon sale of the vehicle and later installed on another vehicle owned or purchased by the same individual, the special fuel decal may be transferred to the newly equipped vehicle. In order to receive credit, the owner will be required to remove the special fuel decal from the vehicle from which s/he removed the LP gas, natural gas or electrical power equipment and surrender the decal. The department's fee agent and branch office employees will verify the removal of the decal and issue a replacement decal for the balance of the registration period at no fee.

(3) If a special fuel decal is lost, stolen, mutilated or destroyed, the owner shall make application for a replacement decal and pay the replacement fee established by law.

(4) If an owner of a commercial motor vehicle powered by LP gas, natural gas or electricity wishes to change the licensed gross weight/zone of the commercial motor vehicle and that change puts the vehicle into an increased special fuel decal fee category, additional decal fees shall be collected. If the change of weight/zone would require a decrease in the decal fee from what was originally paid, no credit shall be allowed.

AUTHORITY: section 142.6II, RSMo 1986.*
Original rule filed June 9, 1986, effective Sept. 26, 1986. Amended: Filed Sept. 16, 1991, effective Jan. 13, 1992.

*Original authority: 142.6II, RSMo 1972.

12 CSR 10-23.315 Motorized Bicycles

PURPOSE: This rule clarifies titling, registration, use and regulation of motorized bicycles.

(1) Section 301.010(18), RSMo defines a motorized bicycle as any two (2)-wheeled or three (3)-wheeled device having an automatic transmission and a motor with a cylinder capacity of not more than fifty (50) cubic centimeters, which produces less than three (3) gross brake horsepower and is capable of propelling the device at a maximum speed of not more than thirty (30) miles per hour on level ground.

(A) Because a motorized bicycle (moped) is neither a vehicle nor a motor vehicle, the Department of Revenue does not title or license these units.

(B) Motorized bicycles are not required to be licensed to be operated on the streets and highways. The registration requirements of Chapter 301, RSMo pertain only to motor vehicles, trailers and all-terrain vehicles.

(C) Motorized bicycles may not be operated upon any interstate highway. They may be operated upon any other public street or highway.

(D) The operator of a motorized bicycle does not have to be motorcycle qualified to operate this unit.

(E) The motorcycle helmet law does not apply to motorized bicycles.

(F) Those persons engaged in the business of selling motorized bicycles do not have to be registered dealers.

(G) An operator of a motorized bicycle is subject to point assessment for moving violations.

(H) An operator of a motorized bicycle shall have a valid driver's license.

AUTHORITY: sections 301.010, 301.020, 302.020, 307.195, RSMo Supp. 1989, 301.190, RSMo Supp. 1990 and 307.190 and 307.193, RSMo 1986.* Original rule filed June 10, 1986, effective Sept. 26, 1986. Amended: Filed Oct. 30, 1989, effective Feb. 25, 1990.

*Original authority: 301.010, RSMo 1939, amended 1945, 1949, 1951, 1969, 1974, 1979, 1980, 1983, 1985, 1986, 1987, 1988, 1989; 301.020, RSMo 1939, amended 1943, 1945, 1949, 1957, 1969, 1985, 1986, 1986, 1987, 1988, 1989, 1990; 302.020, RSMo 1939, amended 1951, 1967, 1984, 1988, 1989; 307.190 and 307.193, RSMo 1977, amended 1980; 307.195, RSMo 1980, amended 1989.

12 CSR 10-23.320 Assessment of Motor Vehicle and Trailer License Plate Transfer Fee

PURPOSE: This rule clarifies when a license plate transfer fee shall be assessed.

(1) When ownership of a registered motor vehicle or trailer is transferred, the original owner may register another motor vehicle or



trailer under the same license plate number provided the owner pays the transfer fee set by law and also that the motor vehicle or trailer being newly registered is of either a horsepower, gross weight or (in the case of a passenger-carrying commercial motor vehicle) a seating capacity not in excess of the originally registered vehicle. When the newly registered vehicle is of greater horsepower, gross weight or seating capacity than the previously owned and registered vehicle, the owner shall pay the transfer fee set by law and a pro rata portion for the difference in registration fees. Occasions when the license plate transfer fee shall not be assessed are detailed as follows:

(A) When ownership of a registered motor vehicle or trailer is transferred during or immediately prior to the month of expiration of the owner's license plates, or license plates are transferred to a previously nonused vehicle, the original owner may register another motor vehicle or trailer under the same license plate number without paying a license plate transfer fee if the motor vehicle or trailer being registered is of either a horsepower, gross weight or (in the case of a passenger-carrying commercial motor vehicle) a seating capacity not in excess of the originally owned and registered vehicle. For example, an individual purchases a new vehicle—

1. During the month of expiration of his/her license plates and wants to transfer and renew his/her license plates at the time s/he titles the new vehicle. No license plate transfer fee shall be charged to the applicant but the applicant shall be charged the full year's registration fee for the new vehicle;

2. Immediately prior to the month of expiration of his/her license plates. The applicant submits an application for title to his/her new vehicle during the month his/her license plates expire and submits an affidavit of nonuse indicating the vehicle has not been operated on the streets and highways since the date of purchase. No license plate transfer fee shall be charged to the applicant, but the applicant shall be charged the full year's registration fee for the new vehicle; and

3. After the sixteenth day of the month immediately prior to the month of expiration of his/her license plates. The applicant desires to transfer and renew his/her license plates early on the new vehicle when s/he makes application for title. No transfer fee shall be charged to the applicant but the applicant shall be charged the full year's registration fee for the new vehicle.

AUTHORITY: section 301.140, RSMo Supp. 1987. Original rule filed July 25, 1986, effective Nov. 28, 1986.*

**Original authority: 301.140, RSMo 1939, amended 1947, 1951, 1978, 1979, 1986, 1987.*

12 CSR 10-23.325 Transfer of Passenger Vehicle License Plates From One Horsepower Category to Another—Waiver of Additional Registration Fees and Lack of Refund Provision

PURPOSE: This rule clarifies the procedures by which payment of additional registration fees may be waived upon transfer of passenger vehicle license plates, as well as the director's lack of authority to refund previously paid registration fees in certain license plate transfer situations.

(1) Should an applicant desire to transfer current passenger vehicle license plates from a vehicle of a lesser horsepower to a vehicle of a greater corresponding horsepower, s/he may do so without payment of an additional registration fee provided the applicant submits a validated registration certificate as proof that s/he originally purchased the license plates to be transferred within the same registration year and for the greater registration category to which s/he wishes to return.

(2) Should an applicant desire to transfer current passenger vehicle license plates from a vehicle of a greater horsepower to a vehicle of a lesser corresponding horsepower, s/he shall not be entitled to a refund of the difference in registration fees between the greater and lesser categories.

AUTHORITY: section 301.140, RSMo Supp. 1987. Original rule filed July 25, 1986, effective Nov. 28, 1986.*

**Original authority: 301.140, RSMo 1939, amended 1947, 1951, 1978, 1979, 1986, 1997.*

12 CSR 10-23.330 Registration of Motorcycles or Motortricycles

PURPOSE: This rule clarifies the procedures for issuance of motorcycle or motortricycle license plates.

(1) The department shall issue one (1) license plate to a motorcycle or motortricycle.

(2) The motorcycle or motortricycle license plate shall be renewable by the issuance of a tab. Motorcycle or motortricycle license plates expire on April 30 of the registration period.

(3) The registration fee for a motorcycle or motortricycle purchased or acquired in any given month, and for which the owner does not hold a motorcycle or motortricycle license plate to transfer, shall be prorated based upon the number of months from the date of operation until April of the expiration of the registration year.

AUTHORITY: sections 301.055 and 301.080, RSMo 2000. Original rule filed July 25, 1986, effective Nov. 28, 1986. Amended: Filed June 24, 2003, effective Dec. 30, 2003.*

**Original authority: 301.055, RSMo 1969, amended 1984; 301.080, RSMo 1947, amended 1951, 1969, 1987.*

12 CSR 10-23.335 Issuance of Title to a Surviving Spouse or Unmarried Minor Children of a Decedent

PURPOSE: This rule clarifies the issuance of an original certificate of ownership to one automobile or other passenger motor vehicle to a surviving spouse, if any, or to surviving unmarried minor children in equal shares.

(1) When a decedent has not disposed of an automobile or other passenger motor vehicle by will, the surviving spouse, or in the event there is no surviving spouse, the unmarried minor children may equally take title to one (1) automobile or other passenger motor vehicle including a pickup truck without the issuance of a probate court order. The surviving spouse or unmarried minor children shall submit the following documents to the Department of Revenue in order to obtain a certificate of title:

(A) Application for Title;

(B) Affidavit to Establish Title to Exempt Property;

(C) Certificate of title in the decedent's name or with the decedent named as purchaser of the motor vehicle;

(D) Copy of the death certificate;

(E) Proof that the applicant was legally married to the decedent or is an unmarried minor child of the decedent, if applicable; and

(F) All taxes and fees required by law.

(2) For the purposes of obtaining a certificate of ownership, one (1) automobile or other passenger motor vehicle, as provided in section 474.250, RSMo, shall include any motor vehicle which is titled in the name of the decedent or assigned to the decedent. The ownership of non-passenger vehicles such as recreational vehicles, all-terrain vehicles, trailers, commercial trucks (trucks licensed for over eighteen thousand (18,000) pounds),



buses and boats and outboard motors shall not be transferred by the Department of Revenue to a surviving spouse or unmarried minor children without presenting an appropriate court order.

AUTHORITY: section 474.250, RSMo 2000. Original rule filed July 25, 1986, effective Nov. 28, 1986. Amended: Filed July 17, 1989, effective Oct. 27, 1989. Amended: Filed Sept. 16, 2004, effective March 30, 2005.*

**Original authority: 474.250, RSMo 1939, amended 1955, 1957, 1980, 1996.*

12 CSR 10-23.340 Imposition and Waiver of Motor Vehicle and Trailer Titling and Registration Penalties

PURPOSE: This rule clarifies the reasons for imposition and waiver of all penalties assessed by the department on motor vehicles and trailers.

(1) The department shall assess penalties on three (3) types of motor vehicle and trailer titling and registration transactions. These penalties are—a delinquent registration renewal penalty, a failure to title penalty and a failure to renew or transfer a multiyear license plate penalty. All penalties may be waived by the department under certain circumstances.

(A) Delinquent Registration Renewal Penalty. If an owner of a multiyear license plate submits his/her application for renewal on the first day of the month following the month of expiration of the license plate, a delinquent registration renewal penalty shall be assessed. If the last day of the month of expiration falls on a Saturday, Sunday or legal state holiday, the following state working day is penalty free. If, for example, an owner has November license plates and the last day of November falls on Sunday, Monday, December 1 would be considered penalty free for all November renewals.

1. Once a motor vehicle is registered for use on Missouri highways, it is subject to annual registration. The motor vehicle is to be registered annually whether or not it is actually on or off the highways for any period of time. This obligation to register the vehicle annually continues until the owner ceases to operate the vehicle on Missouri highways, at which time s/he is required to return his/her license plates to the director of revenue within ninety (90) days. If an owner of a motor vehicle surrenders his/her license plates to an office of the Department of Revenue within the ninety (90)-day period after

ceasing to operate the motor vehicle, s/he may register that same vehicle again at a later date (see subparagraphs (1)(A)1.A.–C.) without being subject to a delinquent registration renewal penalty.

A. If an owner elects to renew the registration of a vehicle which s/he has ceased operating anytime during the twelve (12)-month period following the expiration of the license plates, s/he will be issued the appropriate license plate and validation tabs and be charged the appropriate twelve (12)-month registration fee. A delinquent registration renewal penalty shall not be charged provided the owner submits the receipt documenting his/her surrender of previously issued license plates.

B. An owner's registration shall be automatically cancelled after one (1) year from the date of expiration of a Missouri license plate. If an owner elects to cease operation of his/her vehicle, and the license plates on the vehicle have been expired for at least one (1) year, the owner will not be required to pay a delinquent registration renewal penalty if s/he elects to relicense the vehicle after one (1) year from the date of expiration of the license plates.

C. The owner of a motor vehicle may not surrender his/her license plates and request new license plates on the same day in order to avoid paying a delinquent registration renewal penalty.

(B) Failure to Title Penalty. If a purchaser of a motor vehicle or trailer fails to make application for a certificate of ownership within thirty (30) days after acquiring a motor vehicle or trailer, the department shall assess the title penalty set by law for each thirty (30)-day period of delinquency, not to exceed the maximum penalty allowed. The first penalty fee shall be assessed on the 31st day of delinquency. If the 30th, 60th, 90th, 120th, 150th, 180th, 210th, 240th or the 270th day of delinquency falls on a Saturday, Sunday or legal state holiday, the penalty fee shall not be imposed on the next state working day. If, for example, an individual purchases a motor vehicle on August 1, and the 30th day of the first period of delinquency falls on Sunday, August 31, the first penalty would not be imposed on Monday, September 1 but on Tuesday, September 2.

(C) Penalty for Failure to Renew or Transfer a Multiyear License Plate. A penalty fee shall be imposed on any applicant who elects not to renew or transfer a multiyear license plate. Multiyear license plates are issued to—passenger vehicles; recreational vehicles; motorcycles; motortricycles; commercial motor vehicles registered for Local (L) 6000, L 12,000, Beyond Local (BL) 6000, BL 9000

and BL 12,000; shuttle buses; and van pool vehicles. If an applicant does not renew the multiyear license plates currently registered to his/her vehicle, but requests that new multiyear license plates be issued, a penalty fee shall not be imposed provided the applicant changes license plate categories. For example, if the applicant has regular passenger license plates and requests disabled person license plates, no failure to renew or transfer penalty shall be imposed.

AUTHORITY: sections 301.050, RSMo 1986 301.190 and 301.300, RSMo Supp. 1990. Original rule filed July 30, 1986, effective Nov. 28, 1986.*

**Original authority: 301.050, RSMo 1947, amended 1953, 1984; 301.190, RSMo 1939, amended 1947, 1965, 1981, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990; and 301.300, RSMo 1939, amended 1941, 1947, 1981, 1984, 1988, 1990.*

12 CSR 10-23.345 Definition of Major Component Parts of a Motor Vehicle

PURPOSE: This rule clarifies, by written definitions and illustrations, the seven major component parts commonly used in the reconstruction of a motor vehicle.

(1) The seven (7) major component parts which are commonly used to reconstruct a motor vehicle shall be defined solely for reconstruction purposes as follows. The written definition of each major component part is further clarified by an artist's drawing:

(A) Front-end assembly—An integrated unit consisting of that portion of the body from the firewall forward, that is, hood, both fenders, inner skirt of fenders, radiator or core support and grille;

(B) Front clip—All parts of the front-end assembly plus complete cowl. It may include instrumentation and steering column. It requires cutting of vehicle floor and windshield post;

(C) Cab—The passenger compartment of a common truck. It is a one (1)-piece sheet metal construction which may or may not include glass, instrumentation, steering column and seat;

(D) Rear clip—The complete rear sheet metal assembly formed by severing the vehicle across the floor and either through the windshield post or through the rear window post;

(E) Cowl—The sheet metal formed by severing the vehicle across the floor in the vicinity of the front seat and severing the windshield posts. It does not include parts forward of the firewall. If a cowl is included as an



integrated part of a front clip, front-end assembly or rear clip, it shall not be considered a major component part for the purpose of determining the total number of the major component parts used in the reconstruction of a motor vehicle;

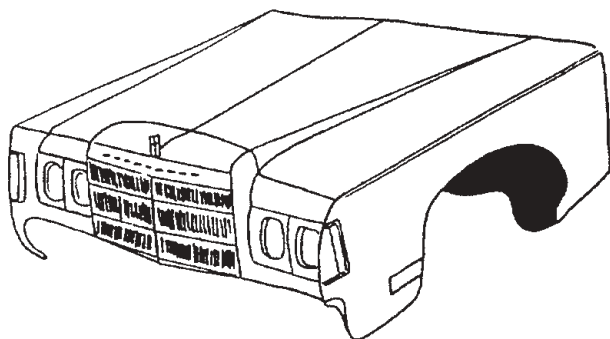
(F) Frame—The steel basic structure which runs the entire length of some vehicles and onto which the suspension parts are bolted to the lower side and the body is bolted to the top side. Unibody vehicles do not have this type of frame; and

(G) Body—The shell, either of a unibody or frame-type passenger vehicle, which consists of a one (1)-piece, integrated sheet metal construction extending from the firewall back. The body includes a cowl but not a front-end assembly. It may or may not include an interior, doors and deck lid. It does not include a frame as defined in subsection (1)(F).

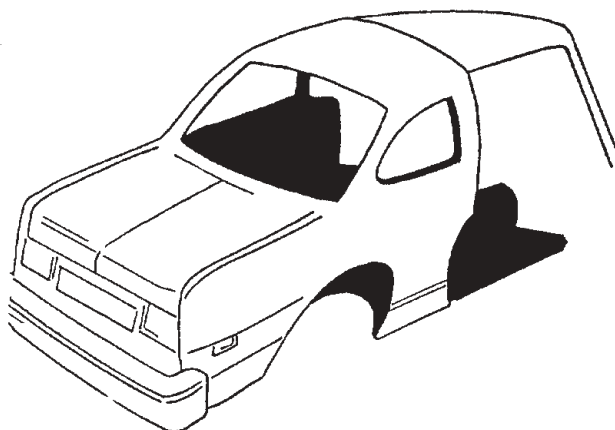
AUTHORITY: section 301.010, RSMo Supp. 1989. Original rule filed Sept. 1, 1986, effective Nov. 28, 1986.*

**Original authority: 301.010, RSMo 1939, amended 1945, 1949, 1951, 1969, 1974, 1979, 1980, 1983, 1983, 1985, 1986, 1986, 1987, 1988, 1989.*

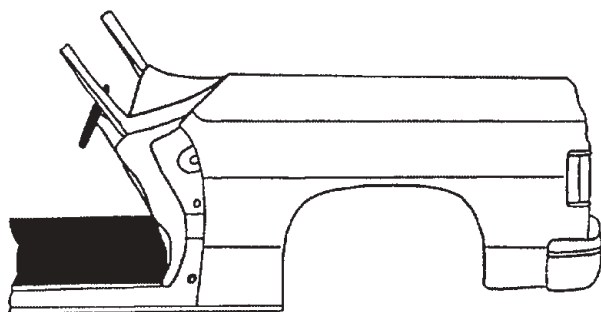
FRONT END ASSEMBLY



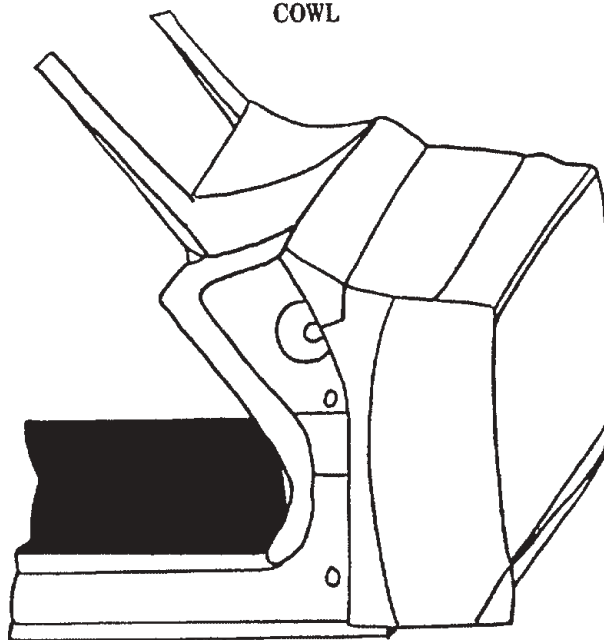
REAR CLIP



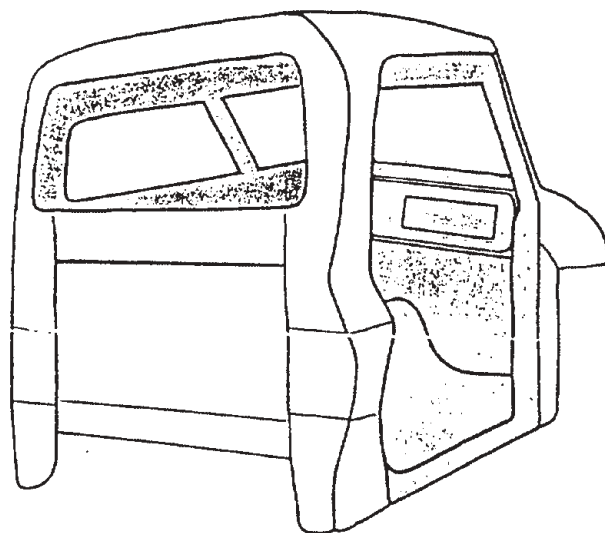
FRONT CLIP



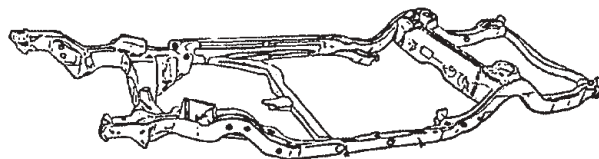
COWL



TRUCK CAB



FRAME



**12 CSR 10-23.350 Honorary Consular License Plates**

PURPOSE: This rule establishes procedures for the issuance of license plates to honorary consuls.

Editor's Note: The secretary of state has determined that the publication of this rule in its entirety would be unduly cumbersome or expensive. The entire text of the material referenced has been filed with the secretary of state. This material may be found at the Office of the Secretary of State or at the headquarters of the agency and is available to any interested person at a cost established by state law.

(1) Under the authority of the Foreign Missions Act, 22 U.S.C. Section 4301, the Office of Foreign Missions of the United States Department of State has begun issuing a new series of motor vehicle license plates for vehicles owned by foreign missions and their authorized representatives. These new federal license plates replace and supersede the special diplomatic and consular plates formerly issued by the various states including Missouri. The new law also provides for federal titling of vehicles owned by foreign missions and their authorized representatives.

(2) The new federal license plates are issued to the following categories of personnel:

(A) Representatives of foreign missions (nationwide) having diplomatic status;

(B) Representatives of foreign missions (nationwide) having consular status;

(C) Representatives of foreign missions (nationwide) having official status;

(D) Official representatives of foreign missions (United Nations) whose member states maintain permanent missions at the United Nations headquarters;

(E) Official representatives of foreign missions (United Nations) assigned to the United Nations and family members;

(F) Officials of the Secretariat of the United Nations; and

(G) Official representatives to the Organization of American States.

(3) The new federal license plates are easily recognizable, being painted red, white and blue, are the standard six inches by twelve inches (6" × 12") in size and bear the words Issued by the United States Department of State at the bottom.

(4) In accordance with the Foreign Missions Act, 22 U.S.C. Section 4301, the United States Department of State has directed that license plates issued by any state, including

Missouri, to honorary consuls must contain words, symbols and colors that are clearly distinguishable from the federal plates. Furthermore, each state has been requested to refrain from embossing the words, CONSULAR OFFICER on the license plates issued by the states. This procedure should assist law enforcement agencies in determining if the license plate displayed on a motor vehicle is a federal- or state-issued plate. Missouri may not issue license plates to any motor vehicle which is required to be registered with the federal government.

(5) Honorary consuls are defined as United States nationals or permanent residents who are appointed as honorary consular officers of foreign missions. The United States Department of State has notified Missouri that honorary consuls will not be permitted to register their vehicles under the federal program. However, honorary consuls are authorized under section 26.140, RSMo to use Missouri motor vehicle license plates which identify them as honorary consular officers. Accordingly, the director of revenue has established a category of specialized personalized license plates for issuance to honorary consuls patterned after the provisions of section 301.144.2., RSMo.

(6) Honorary consular license plates shall consist of white letters and numerals on a royal blue field. The configuration of these plates shall consist of the letter C followed by a dash and the numerals one through and including sixty-six (1-66). At the bottom of the royal blue field shall appear the words HON. CONSUL in the place of Show Me State.

(7) No more than one (1) set of two (2) honorary consular license plates shall be issued to a qualified applicant.

(8) A qualified applicant is an honorary consular officer who—

(A) Appears on the United States Department of State, Office of Foreign Missions, Foreign Consular Duty Officer List;

(B) Has registered as an honorary consular officer with the United States Department of State and has been duly issued an exequatur or a diplomatic note by that department which remains valid;

(C) Has presented his/her credentials to the governor of Missouri;

(D) Has obtained from the Missouri secretary of state an identification card identifying him/her as an honorary consular officer; and

(E) Is a resident of Missouri.

(9) Honorary consular license plates shall only be issued to passenger motor vehicles subject to the registration fees provided in section 301.055, RSMo.

(10) Applicants for honorary consular license plates shall be required to comply with all Missouri laws and rules relating to the taxing, titling, registration and safety inspection of motor vehicles.

(11) Any person desiring to obtain a set of two (2) honorary consular license plates must make application and shall pay an annual personalized plate fee of fifteen dollars (\$15) in addition to the regular registration fees for passenger vehicles as detailed in section 301.055, RSMo. Initial application for honorary consular license plates shall be submitted to the Department of Revenue, Motor Vehicle Bureau, P.O. Box 100, Jefferson City, MO 65105 and shall be accompanied by the personalized plate fee, a paid personal property tax receipt of the previous calendar year or a statement of nonassessment for the same period, a vehicle safety/emissions inspection not more than sixty (60) days old, a statement certifying proof of insurance and a copy of the honorary consular officer identification card issued by the Missouri secretary of state. Upon approval, honorary consular license plates will be issued by the Motor Vehicle Bureau. Subsequent annual renewals may be accomplished at any branch or fee agent office statewide where the renewing applicant will be issued universal registration renewal tabs.

(12) Prior to the receipt of honorary consular license plates, the applicant must surrender all previously issued license plates which bear the words Consular Officer and pay any additional fees due. If no consular officer plates were issued, the applicant must surrender the regular license plates which the honorary consular license plates will replace. If the honorary consular license plates are to be issued for a period of less than one (1) full year, the department shall assess registration fees on a prorated basis. No refunds shall be made for any unused portion of registration fees for any license plates surrendered in exchange for honorary consular license plates.

(13) Applications for renewal of honorary consular license plates shall be filed with the Department of Revenue prior to the last regular work day of January each year. All plates annually expire on January 31.

(14) According to the United States Department of State, honorary consular officers who



have been issued license plates identifying them as honorary consuls are not entitled to diplomatic immunity from any state, county or municipal parking or traffic laws or from arrest or detention for violation of those laws.

(15) According to the United States Department of State, honorary consuls are not exempt from any taxes whatsoever, including county or City of St. Louis personal property tax, state sales or use taxes, or local sales taxes. No tax exemption shall be granted in connection with any application for honorary consular license plates unless exempt status is certified to the department by the United States Department of State for each proposed transaction.

(16) On January 1, 1987, all consular officer license plates previously issued by the Missouri Department of Revenue which bear the words Consular Officer and which have white lettering on a red field shall become invalid.

AUTHORITY: sections 26.140 and 301.135, RSMo 1986 and 301.144, RSMo Supp. 1989.* Original rule filed Oct. 3, 1986, effective Dec. 26, 1986. Emergency amendment filed Oct. 30, 1989, effective Nov. 9, 1989, expired March 8, 1990. Amended: Filed Oct. 30, 1989, effective Feb. 25, 1990.

*Original authority: 26.140, RSMo 1955, amended 1985; 301.135, RSMo 1981; and 301.144, RSMo 1977, amended 1979, 1983, 1984, 1989.

12 CSR 10-23.355 Junking Certificates for Motor Vehicles

PURPOSE: This rule establishes the procedures for issuance of a junking certificate.

Editor's Note: The form mentioned in this rule follows 12 CSR 10-23.265.

(1) The department will issue a junking certificate to the purchaser of a vehicle which is sold for parts, scrapping or junking and not for rebuilding or reconstruction. An applicant must submit the following documents to the department in order to obtain a junking certificate:

- (A) Application for junking certificate; and
- (B) Proof of ownership in the form of a properly assigned salvage certificate of title, junking certificate, original certificate of title, court order or proof of compliance with state statutes.

(2) If the seller of the vehicle has not made application for a salvage certificate of title, junking certificate or an original certificate of

title in his/her name but the seller has been, nonetheless, properly assigned that certificate by the previous owner, the seller must provide the purchaser with a notarized, descriptive bill of sale to the vehicle as well as the outstanding certificate of ownership on which the seller appears as the last assignee.

(3) If the department determines the seller violated the provisions of section 301.190, RSMo by failing to take title to and pay taxes on the vehicle, the department will initiate tax assessment action against the seller. The action shall in no way impede issuance of a junking certificate to the purchaser of the vehicle; except that, if the department's records show that a lien has been perfected on the vehicle, the applicant for a junking certificate must obtain and submit a notarized lien release from the prior owner's lienholder before a junking certificate may be issued.

AUTHORITY: section 301.227, RSMo Supp. 1990.* Original rule filed Nov. 18, 1986, effective March 12, 1987.

*Original authority: 301.227, RSMo 1979, amended 1983, 1984, 1986, 1988, 1990.

12 CSR 10-23.365 Issuance of Nonresident Salvage-Buyer's Identification Card

PURPOSE: This rule sets forth procedures for issuance of nonresident salvage-buyer's identification card.

(1) Upon application, the department may authorize the issuance of an identification card to a nonresident, salvage business licensee which will enable the nonresident licensee to purchase tangible personal property at a Missouri salvage pool or a salvage disposal sale.

(2) Only applicants engaged in a business that dismantles used motor vehicles for the sale of the parts and buys and sells used motor vehicle parts and accessories may apply for a nonresident salvage-buyer's identification card.

(3) Before issuance of any identification card, the applicant must present proof of licensure or nonrequirement for licensure from their state of residence or business location. Proof shall be in one (1) of the following forms:

- (A) If the applicant's state of residence or business location registers the salvage business licensee as a salvage dealer or dismantler, the applicant must submit a certified copy of his/her business license; or

(B) If the applicant's state of residence or business location does not register the salvage business licensee as a salvage dealer or dismantler, the applicant must submit proof of nonrequirement and that the applicant's business meets the legal description of salvage dealer or dismantler under Missouri statutes in the form of a letter issued by the appropriate state agency. In addition to the letter, the applicant must present either a copy of his/her sales tax license or occupational or business license issued by the political subdivision where the applicant is engaged in business.

(4) The applicant must submit a head and shoulders color photograph, one inch in width by one and one-fourth inches in length (1" x 1 1/4"). The photograph will be affixed to the nonresident salvage-buyer's identification card issued by the Department of Revenue.

(5) The fee for a nonresident salvage-buyer's identification card is twenty-five dollars (\$25).

(6) Nonresident salvage-buyer's identification cards must be renewed annually before August 1.

(7) Whenever the nonresident salvage buyer is no longer entitled to registration through voluntary cessation of business, abandonment of the registered place of business, suspension of registration, sale of a business, declaration of bankruptcy or for any other reason, the nonresident salvage buyer immediately shall surrender his/her nonresident salvage-buyer's identification card to the director of revenue regardless of the unexpired time remaining in the registration period applicable to the license. No portion of the fee shall be refunded.

AUTHORITY: section 301.218, RSMo 1986.* Original rule filed Nov. 18, 1986, effective March 12, 1987.

*Original authority: 301.218, RSMo 1979, amended 1983, 1986.



Motor Vehicle Bureau
Division of MV/DL
Post Office Box 3325
Jefferson City, MO 65105-3325

STATE OF MISSOURI
Department of Revenue



Dear Applicant:

The Motor Vehicle Bureau is in receipt of your inquiry concerning the registration requirements for a Non-Resident Missouri Salvage Buyers Identification Card.

Enclosed is the application for registration (DOR-2776). Please follow the instructions below, very carefully, to prevent the rejection of your application and sign it. **ALL INCORRECT APPLICATIONS WILL BE REJECTED.**

Only applicants engaged in a business that dismantles used motor vehicles for the sale of the parts thereof, and buys and sells used motor vehicle parts and accessories may apply for a non-resident salvage buyers identification card.

The following documents and fee must be submitted to the Motor Vehicle Bureau, P.O. Box 3325, Jefferson City, MO 65105-3325:

1. Proof of licensure or non-requirement from the state in which your business is located; (If your state registers salvage businesses, submit a certified copy of the license. If your state does not register salvage businesses, submit proof of non-requirement from the appropriate state agency.)
2. A copy of the sales tax license and/or copy of the occupational or business license;
3. A head and shoulders color photograph which is one inch (1") by one and one-fourth inch (1 1/4") in height; and,
4. A check or money order in the amount of \$25.00. (PLEASE DO NOT SEND CASH.)

ALL IDENTIFICATION CARDS EXPIRE JULY 31 EACH YEAR.

If you have any questions, feel free to contact the Dealers Processing Section at (314) 751-4469.

Thank you for your cooperation in this matter.

Sincerely,

Central Branch
Special Registration Unit



MISSOURI DEPARTMENT OF REVENUE
MOTOR VEHICLE BUREAU
APPLICATION FOR NON-RESIDENT MISSOURI
SALVAGE BUYERS I.D. CARD

FORM
2776
(REV 5-90)

READ INSTRUCTIONS ON REVERSE SIDE OF FORM

Any false statement in this application is a violation of the law and may be punished by fine or imprisonment or both (301.420 RSMo.)

1. BUSINESS NAME

STREET

2. TELEPHONE

()

CITY

STATE

ZIP CODE

3. COUNTY

4. TYPE OF SALVAGE OR SALVAGE-RELATED BUSINESS(ES) YOU CONDUCT: (CHECK ALL THAT APPLY)

A ☐

USED PARTS DEALER

C ☐

REBUILDER OR BODY SHOP

E ☐

OTHER

B ☐

SALVAGE DEALER OR DISMANTLER

D ☐

MOBILE SCRAP PROCESSOR

5. RETAIL SALES TAX NUMBER

6. TYPE OF OWNERSHIP

1 ☐

INDIVIDUAL

2 ☐

PARTNERSHIP

3 ☐

CORPORATION

7. LIST OWNERS BELOW: (IF CORPORATION, LIST ALL PRINCIPAL OFFICERS AND THE OFFICES THEY HOLD - ATTACH SEPARATE SHEET IF NECESSARY)

NAME (LAST, FIRST, MIDDLE INITIAL)	HOME ADDRESS	CITY	HOME PHONE	STATE	ZIP CODE
			()		
			()		
			()		
			()		
			()		

8. HAVE YOU EVER BEEN A MISSOURI SALVAGE BUSINESS LICENSEE?

☐ YES

☐ NO

IF YES, PROVIDE THE FOLLOWING DETAILS:

PRIOR SALVAGE BUSINESS NAME

PRIOR SALVAGE LICENSE NUMBER

CITY

LAST YEAR LICENSED

9. DOES YOUR STATE OF RESIDENCE REGISTER SALVAGE BUSINESSES?

☐ YES

☐ NO

(ATTACH A CERTIFIED COPY OF YOUR LICENSE, IF YOU ARE SO REGISTERED)

10. IF YOU HAVE BEEN ASSIGNED AN IDENTIFYING NUMBER, PLEASE PROVIDE IT _____

11. IF YOUR STATE OF RESIDENCE DOES NOT REQUIRE SALVAGE DEALERS OR DISMANTLERS TO REGISTER, YOU MUST SUBMIT PROOF OF NONREQUIREMENT TO REGISTER IN THE FORM OF A LETTER ISSUED BY THE APPROPRIATE STATE AGENCY.

I do solemnly affirm and verify that the statements contained herein and on any attachments hereto are true and complete that I have authority to sign this application. Any false or erroneous information found to be given will cause denial, suspension or revocation of any identification card that was fraudulently procured or erroneously issued.

SIGNATURE

DATE

MISSOURI DEPARTMENT OF REVENUE USE ONLY

REJECTED BY

APPROVED BY

DATE APPROVED

**12 CSR 10-23.370 Issuance of Certificates of Title to Recreational Vehicles Manufactured by Two Separate Manufacturers**

PURPOSE: This rule establishes uniform procedures to be followed in the titling of multistage, manufactured recreational vehicles or motor homes often referred to as multistage vehicles.

(1) When recreational vehicles or motor homes are manufactured by separate manufacturers and have separate and distinct Manufacturers' Statements of Origin (MSO) issued for the unit, the following titling procedures shall apply:

(A) When an application for a Missouri certificate of title to a new recreational vehicle or motor home is submitted, both the MSO issued by the vehicle's chassis or first-stage manufacturer and the MSO issued by the vehicle's final-stage manufacturer must accompany the application;

(B) The year model assigned to the recreational vehicle shall be obtained from the MSO issued by the recreational vehicle's final-stage manufacturer;

(C) The vehicle make assigned to a vehicle shall be obtained from the MSO issued by the vehicle's final-stage manufacturer. For example, first-stage manufacturer, Chrysler Corporation builds a Dodge chassis which is subsequently made into a recreational vehicle or motor home by the final-stage manufacturer, Winnebago. The make of the vehicle will be Winnebago. Note, however, that the make of a Ford van converted by a custom converter to a recreational vehicle which does not meet the requirements of a motor home detailed in section (2) must remain a Ford; and

(D) The vehicle identification number (VIN) assigned to the recreational vehicle or motor home shall be the chassis identification number shown on the first-stage MSO. For example, the VIN for a completed Winnebago recreational vehicle or motor home manufactured on a Dodge chassis will be the identification number assigned by Chrysler Corporation to the Dodge chassis.

(2) For the purpose of this rule, motor home shall be defined as a new vehicular unit, designed to provide temporary living quarters, built into as an integral part of, or permanently attached to a self-propelled motor vehicle chassis or van. The vehicle must contain permanently installed independent life support systems which meet the American National Standards Institute/National Fire Protection Association (ANSI/NFPA) 501C Standard and provide at least four (4) of the following facilities: cooking, refrigeration or

ice box, self-contained toilet, heating or air conditioning, or both, a portable water supply system including a faucet and sink, separate one hundred ten to one hundred twenty-five (110–125)-volt electrical power supply or a liquefied petroleum (LP) gas supply or both. The basic types are specified as follows:

(A) Type A. A raw chassis upon which is built a driver's compartment and an entire body which provides temporary living quarters as previously defined;

(B) Type B. A completed van-type vehicle which has been altered to provide temporary living quarters as defined previously; and

(C) Type C. An incomplete vehicle upon which is permanently attached a body designed to provide temporary living quarters as previously defined.

AUTHORITY: sections 301.010, 301.190 and 301.200, RSMo 2000.* *Original rule filed Dec. 2, 1986, effective March 12, 1987. Amended: Filed June 24, 2003, effective Dec. 30, 2003.*

**Original authority: 301.010, RSMo 1939, amended 1945, 1949, 1951, 1969, 1974, 1979, 1980, 1983, 1985, 1986, 1987, 1988, 1989, 1992, 1993, 1995, 1996, 1997, 1998, 2000; 301.190, RSMo 1939, amended 1947, 1965, 1981, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1992, 1993, 1999; and 301.200, RSMo 1939, amended 1947, 1984, 1986.*

12 CSR 10-23.375 Fire Department License Plates

(Rescinded March 30, 2005)

AUTHORITY: sections 301.144.2 and 301.444, RSMo 1986. *Original rule filed Jan. 5, 1987, effective April 11, 1987. Rescinded: Filed Sept. 16, 2004, effective March 30, 2005.*

12 CSR 10-23.380 Motor Vehicle Shows or Tent Sales

(Rescinded April 29, 1991)

AUTHORITY: section 301.254, RSMo 1986. *Original rule filed March 5, 1987, effective Aug. 27, 1987. Rescinded: Filed Nov. 15, 1990, effective April 29, 1991.*

12 CSR 10-23.385 Verification of the Vehicle Identification Number and Odometer Reading of Motor Vehicles Previously Titled in Another State

PURPOSE: This rule provides alternatives to the requirement for Missouri residents who are serving on active duty in the military and

stationed outside Missouri; or residents who are located outside Missouri for an extended period of time; or residents who purchase nonoperable vehicles titled in another state to submit a Missouri motor vehicle inspection approval certificate with an application for Missouri title.

(1) A Missouri motor vehicle inspection approval certificate (see 11 CSR 50-2.120) from an official inspection station authorized by the Missouri State Highway Patrol which verifies the manufacturer's vehicle identification number and the vehicle's odometer reading shall accompany every application for a Missouri certificate of title to a motor vehicle which was previously titled in a state other than Missouri. The following alternatives to this requirement shall be available:

(A) A Missouri resident, on active duty in the military and stationed out-of-state, who purchases a vehicle previously titled in another state and is unable to transport it to Missouri for an inspection may submit a document signed by a commissioned officer of one of the United States Armed Forces verifying the manufacturer's identification number and odometer reading of the vehicle at the time application for title is made.

1. Example: John Doe (a Missouri resident who is a sergeant in the Army) purchases a motor vehicle in South Carolina. The South Carolina title is assigned to John Doe. Although Sgt. Doe will be stationed in South Carolina for two (2) years, he wants to title and register his motor vehicle in Missouri, his official domicile. Sgt. Doe cannot readily transport the vehicle to an official Missouri inspection station for an inspection because the vehicle is located outside Missouri; therefore, Sgt. Doe may submit a signed document in the form described in subsection (1)(A) of this rule with his application for title;

(B) A Missouri resident, located outside Missouri for an extended period of time due to employment, schooling, or others who purchases a vehicle previously titled in another state and is unable to transport it to Missouri for an inspection may present a notarized affidavit stating why the vehicle cannot be inspected in Missouri along with a notice of an inspection performed by an authorized inspection station or law enforcement officer in the state where the resident is located. The inspection shall verify the manufacturer's identification number and odometer reading of the vehicle.

1. Example: John Doe (a Missouri resident who is employed in Washington for two (2) years) purchases a motor vehicle in Washington. The Washington title is assigned to John Doe. Although Mr. Doe is employed in

Washington for two (2) years, he wants to title and register his motor vehicle in Missouri, his official domicile. Mr. Doe cannot readily transport the vehicle to an official Missouri inspection station for an inspection because the vehicle is outside Missouri; therefore with his title application, Mr. Doe may submit a notarized affidavit stating why the vehicle cannot be inspected in Missouri and a notice of inspection which verifies the manufacturer's identification number of the vehicle and its odometer reading. The inspection shall be performed by either an authorized inspection station or law enforcement officer in Washington; or

(C) A Missouri resident purchases a vehicle previously titled in another state. The motor vehicle is not operational and is towed to the owner's legal address in Missouri. The resident may submit a document signed by an authorized Missouri law enforcement officer who has verified the manufacturer's identification number and odometer reading of the vehicle.

1. Example: John Doe purchases a motor vehicle in Oklahoma. The Oklahoma title is assigned to John Doe. Since the motor vehicle is not operational, Mr. Doe has the vehicle towed to his legal address in Missouri. He wants to title his vehicle but cannot readily transport it to an official inspection station for an inspection. Mr. Doe may submit with his application for title a document signed by an authorized Missouri law enforcement officer who has verified the manufacturer's identification number and odometer reading of the nonoperable vehicle. The inspecting officer's report must clearly state that the vehicle is not operational.

AUTHORITY: section 301.190, RSMo 1986.* *Original rule filed May 11, 1987, effective Aug. 27, 1987.*

**Original authority: 301.190, RSMo 1939, amended 1947, 1965, 1981, 1983, 1984, 1985, 1986, 1986, 1987, 1988, 1989, 1990.*

12 CSR 10-23.390 License Plates for Disabled Veterans

PURPOSE: *This rule establishes uniform procedures to be followed in the registration of vehicles for special motor vehicle license plates for disabled veterans.*

(1) The Department of Revenue shall issue one (1) set of special motor vehicle license plates, known as disabled veteran license plates, to any applicant who meets the following criteria:

(A) Has been honorably discharged from the Armed Forces of the United States;

(B) Possesses a service-connected disability of a nature that would, if it had been incurred in service, have entitled him/her to be awarded an automobile by the United States federal government; or

(C) Is receiving compensation for total, service-connected disability. Total disability is defined as a disability rated at one hundred percent (100%) by the Veterans Administration or the appropriate Armed Forces of the United States. This disability must also have been received in a service-connected activity.

(2) The applicant shall submit the initial application for disabled veteran license plates to the Department of Revenue, motor vehicle bureau's central office along with the following supporting documents:

(A) Proof of his/her service-connected disability as described in subsections (1)(B) and (C). This proof must be no more than six (6) months' old and in writing from the United States Veterans Administration or the appropriate Armed Forces of the United States;

(B) A copy of a Missouri certificate of title issued in the applicant's name or proof of ownership of the vehicle;

(C) A current vehicle safety inspection no more than sixty (60) days old (residents of St. Louis City, St. Louis County, Jefferson County and St. Charles County must also provide an emissions inspection);

(D) An original county or City of St. Louis personal property tax receipt or a statement of nonassessment for the preceding year; and

(E) A statement of self-certification verifying that the applicant has and will maintain financial responsibility with respect to each motor vehicle that s/he owns, licenses or operates on the streets or highways.

(3) Upon receipt of the required documents, the Department of Revenue shall issue one (1) set of free license plates with the words Disabled Veteran embossed at the bottom of the plate and a registration number consisting of the alpha characters DV followed by four (4) numeric characters.

(4) Disabled veteran license plates are subject to annual renewal each year during the month of October. The supporting documents mentioned must be submitted to the central office or a local license office each time the applicant renews disabled veteran license plates. Disabled veterans whose service-connected disability consists in whole or in part of the loss of an eye or a limb are not required to furnish proof of their disability at the time of renewal. However, they must produce all of the other required documentation at the time of renewal.

AUTHORITY: sections 301.071–301.075, RSMo 1986.* *Original rule filed June 16, 1988, effective Nov. 24, 1988.*

**Original authority: 301.071–301.075, RSMo 1977.*

12 CSR 10-23.395 Regulation of Boat Dealer's Certificate of Number and Plates

PURPOSE: *The director of the Department of Revenue is charged with the responsibility of regulating the certificates of number issued to boat dealers and manufacturers. This rule establishes safeguards to prevent unauthorized use of certificates of number.*

(1) Whenever a boat dealer or manufacturer is no longer entitled to registration under section 301.560, RSMo through voluntary cessation of business, abandonment of a bona fide established place of business, failure to make six (6) sales per year, suspension or revocation of its registration, sale of the business, declaration of bankruptcy or for any other reason, the certificates of number issued to that dealer shall be surrendered immediately to the director of revenue regardless of the unexpired time remaining in the registration period applicable to the certificates of number.

(2) Boat dealer certificates of number are issued primarily for the purpose of allowing a potential buyer to test drive a vessel or vessel trailer owned and held for resale by a dealer. A secondary purpose is to allow the transportation of vessels and vessel trailers owned by a boat dealer or manufacturer and held for the purpose of resale. Therefore, dealer certificates of number shall only be displayed on a vessel or vessel trailer that is—

(A) Owned by the boat manufacturer/dealer; and

(B) Held for resale.

(3) Vessels or vessel trailers on which the certificates of number are displayed may then be operated by—

(A) A customer who is test driving the unit; or

(B) An owner, officer or employee of the boat manufacturer/dealer.

(4) The certificates of number shall either be displayed on the outside of the vessel or be carried inside the vessel during any demonstration.

(5) In addition to obtaining a certificate of number, a boat dealer or manufacturer may obtain a metal boat dealer license plate sole-



ly for the purpose of demonstrating a vessel trailer that is owned by the dealer or manufacturer and held for resale. The boat dealer license plate may also be displayed on a vessel trailer which is transporting a vessel to an exhibit or show.

(A) The boat dealer license plate shall be twelve inches by six inches (12" × 6") in size and shall contain the boat dealer's registration number.

(B) A boat dealer license plate may be obtained upon payment of the same fees specified in section 301.560(6), RSMo and shall expire on December 31 of each year. These fees are prorated on a monthly basis.

1. Example: Upon the payment of the annual license fee set by law, a boat dealer shall be issued one (1) certificate of number for the purpose of test driving a vessel and one (1) boat dealer license plate for the purpose of demonstrating a vessel trailer.

(C) As many duplicate certificates of number or boat dealer license plates may be obtained as desired upon payment of the additional fee set by law for each additional certificate of number or boat dealer license plate requested. These fees are prorated on a monthly basis.

1. Example: Johnson Marina pays the annual fifty-dollar (\$50) registration fee to register as a Missouri boat dealer in January. It will be issued one (1) certificate of number and one (1) boat dealer license plate upon payment of this fee. Johnson Marina requests three (3) additional certificates of number and two (2) additional boat dealer license plates at the time of registration. It will be charged an additional ten dollars and fifty cents (\$10.50) for each certificate of number and each boat dealer license plate requested ($\$10.50 \times 5 \times \$52.50 \times \$50.00 \times \102.50).

2. Example. Johnson Marina is a registered boat dealer and elects to obtain two (2) additional certificates of number and one (1) additional boat dealer license plate on April 5. Johnson Marina is required to pay the prorated fee of $\$7.88 \times 3 = \23.64 .

(6) Section 301.560, RSMo provides that certificates of number "may be displayed on any vessel or vessel trailer owned and held for resale by a boat dealer or manufacturer and used by a customer who is test driving the vessel or vessel trailer, or is used by an employee or officer, but shall not be displayed on any vessel or vessel trailer hired or loaned to others or upon any regularly used service vessel or vessel trailer." Therefore, dealer certificates of number shall be displayed on the following:

(A) Vessels or vessel trailers that are rented or leased;

(B) Vessels or vessel trailers that are loaned to someone other than an owner, officer or employee of the dealership (for example, a dealer may not loan a vessel displaying a certificate of number to the dealer's customer while the customer's vessel is being serviced or repaired);

(C) Vessels or vessel trailers that are used for hauling or towing;

(D) Vessels or vessel trailers used by anyone who is not an officer or employee of the manufacturer/dealer (vessel or vessel trailers shall not be used by relatives of employees and officers by virtue of that fact alone); or

(E) Vessels or vessel trailers that are not for resale.

AUTHORITY: section 301.560, RSMo Supp. 1990. Original rule filed July 17, 1989, effective Oct. 27, 1989.*

**Original authority: 301.560, RSMo 1988, amended 1989.*

12 CSR 10-23.400 Transfer of License Plates

PURPOSE: This rule clarifies when a motor vehicle or trailer owner may transfer license plates to a newly acquired motor vehicle or trailer and operate the vehicle for thirty days.

(1) Whenever a motor vehicle or trailer owner purchases a replacement motor vehicle or trailer from an individual or a dealership, the owner of a motor vehicle or trailer may operate the newly acquired motor vehicle or trailer with the transferred license plates for no more than thirty (30) days from the date of purchase, until making proper application for title and transfer of license plates with an office of the Department of Revenue.

(2) The license plates may only be transferred if the vehicle acquired is of the same vehicle category as the vehicle being replaced. Example: A passenger vehicle must be replaced by another passenger vehicle in order to attach passenger license plates. The vehicle owner may not use commercial vehicle (truck) license plates on a newly acquired passenger vehicle.

AUTHORITY: section 301.140, RSMo Supp. 1990. Original rule filed Feb. 2, 1990, effective May 11, 1990.*

**Original authority: 301.140, RSMo 1939, amended 1947, 1951, 1978, 1979, 1986, 1987.*

12 CSR 10-23.405 Emblem Use Authorization Statement and Format for Collegiate License Plates

PURPOSE: This rule clarifies the process to be used by colleges and universities in order to have personalized collegiate license plates available.

(1) Any community college or four (4)-year public or private institution of higher education located in Missouri authorizing the use of its official emblem to be affixed to a license plate annually must issue an emblem-use authorization statement. The statement must be on a form prescribed by the director of the Department of Revenue and must include the name of the community college or four (4)-year public or private institution, the applicant's name and address, the amount of fee paid and the date of payment.

(2) One (1) emblem-use authorization statement must be issued for each collegiate license plate application. A statement issued prior to July 1 of any calendar year shall be accepted for applications for collegiate license plates with an expiration month of the upcoming October, with the exception of collegiate license plates issued during the first year of issuance (1990). In this case, statements dated prior to July 1, 1991 will be accepted for applications for collegiate license plates with an expiration in October, 1991. Statements issued after the last day of June of any calendar year will be accepted for applications for collegiate license plates to be issued or renewed in the coming October with an expiration month of the next succeeding October.

(A) Example One: Emblem-use authorization statements dated before July 1, 1991 will result in issuance or renewal of collegiate license plates which expire in October 1991.

(B) Example Two: Emblem-use authorization statements dated after July 1, 1991 and before June 30, 1992 will result in issuance or renewal of collegiate license plates which expire in October 1992.

(3) Any community college or four (4)-year public or private institution of higher education which desires to have license plates issued which display its emblem, logo or seal must issue four hundred fifty (450) emblem-use authorization statements before the Department of Revenue will authorize the manufacture of license plates displaying its emblem, logo or seal.

(4) Should the community college or four (4)-year public or private institution of higher



education be unable to issue four hundred fifty (450) emblem-use authorization statements, the institution must establish a mechanism for refunding the contributions to the applicant for these statements in the event refunds are requested by the applicant. Refunds shall only be made in the event the minimum number of emblem-use authorization statements are not issued.

(5) Any community college or four (4)-year public or private institution of higher education which desires to have collegiate license plates issued must submit a preliminary design of the emblem, logo or seal which it desires to be displayed upon the license plates as well as school colors that need to be included. This design must be formatted in accordance with the design of the plate as prescribed in section (6) of this rule. The department will submit the design to the vendor for the material to manufacture the plates. The vendor will prepare the finished artwork for the emblem, logo or seal and submit it to the Department of Revenue and the appropriate institution for approval. Upon approval, the department will authorize the manufacture of the plates, provided the community college or four (4)-year public or private institution of higher education has issued the required minimum number of emblem-use authorization statements and has notified the Department of Revenue in writing that the required minimum number of emblem-use authorization statements have been issued to applicants.

(6) On the top of the collegiate license plate shall appear the words OCT and MO. The left-hand portion of the plate will bear a reproduction of the college emblem, seal or logo in an area not to exceed two and one-half inches by three inches (2 1/2" × 3"). Immediately to the right of the emblem, seal or logo, shall appear one to five (1-5) characters. The bottom of the license plate shall bear the name of the community college or public or private institution of higher education, in lieu of SHOW ME STATE, in an area not to exceed eleven inches by one inch (11" × 1").

AUTHORITY: section 301.449, RSMo Supp. 1990. Original rule filed Nov. 1, 1989, effective Feb. 25, 1990.*

**Original authority: 301.449, RSMo 1989.*

12 CSR 10-23.410 Certificate of Registration to Documented Vessels (Rescinded February 25, 1996)

AUTHORITY: section 306.851, RSMo Supp. 1990. Emergency rule filed Nov. 2, 1990, effective Nov. 12, 1990, expired March 11, 1991. Original rule filed Nov. 2, 1990, effective March 14, 1996. Amended: Filed June 18, 1991, effective Oct. 31, 1996. Rescinded: Filed Sept. 1, 1995, effective Feb. 25, 1996.

12 CSR 10-23.415 Sample License Plates

PURPOSE: This rule recognizes the availability of sample Missouri license plates and describes the requirements to obtain them.

(1) Any person desiring to obtain sample Missouri license plates, including sample collegiate license plates, must submit a written request to the Department of Revenue, P.O. Box 100, Jefferson City, MO 65105-0100.

(2) A request for a regular sample license plate must be accompanied by a fee of seven dollars and fifty cents (\$7.50). A request for sample collegiate license plates must be accompanied by an emblem-use authorization statement issued by the college or university for which the sample collegiate license plate is requested and a fee of eight dollars (\$8).

(3) The regular sample license plate will be embossed with the word sample in white on a red background. A sample collegiate license plate will be embossed with five (5) zeroes in black with the college or university name and design as well as the school colors on a white background.

(4) Sample license plates may not be displayed on any motor vehicle or trailer for the purpose of operating the vehicle on the streets and highways.

(5) Sample collegiate license plates will only be available with the emblem, seal or logo of a college or university which has been approved by the Department of Revenue to participate in the collegiate license plate program.

AUTHORITY: sections 301.130 and 301.449, RSMo Supp. 1990. Original rule filed Nov. 8, 1990, effective April 29, 1991.*

**Original authority: 301.130, RSMo 1939, amended 1947, 1949, 1951, 1969, 1977, 1981, 1983, 1986, 1987 and 301.449, RSMo 1989.*

12 CSR 10-23.420 Secure Power of Attorney Requirements

PURPOSE: This rule establishes the procedures for using a secure power of attorney in

conjunction with a certificate of title as provided for in federal and state law.

(1) Section 407.536(8), RSMo and the Motor Vehicle Information and Cost Savings Act allow the transferor of a motor vehicle to execute a secure power of attorney when the certificate of ownership is held by a lienholder or for the purpose of assigning a duplicate title in order to comply with federal and state odometer disclosure requirements.

(2) For any motor vehicles purchased by a dealer on or after November 28, 1990, where the dealer elects not to apply for title in the dealership's name, the purchasing dealer listed on a secure power of attorney form (DOR-3020S) shall attach—

(A) The top sheet (dark brown) of the secure power of attorney form, which has been completed in full and signed by all sellers and an authorized agent of the purchasing dealer, to the assigned certificate of ownership and give both to the purchaser; and

(B) The second (blue) sheet of the secure power of attorney form to a photocopy of the front and back of the assigned title showing the restatement of the mileage and the assignment properly completed as authorized by the secure power of attorney form and submit both with the dealer's monthly sales report.

(3) The secure power of attorney form and corresponding certificate of ownership shall accompany the purchaser's application for title.

(4) Secure power of attorney forms and copies of corresponding titles received by a dealer in a particular month shall be submitted with the sales report completed for the month. The dealer shall ensure that the original and all other copies of the secure power of attorney form and certificate of title are completed in full and are legible. The dealer shall retain a photocopy of the secure power of attorney form and the front and back of the corresponding certificate of ownership as a part of the dealership's records for a period of five (5) years.

(5) A Missouri motor vehicle dealer may buy and sell a motor vehicle out-of-state when a secure power of attorney form accompanies the title. When an out-of-state secure power of attorney form is involved, the Missouri dealer shall obtain the appropriate copy of the secure power of attorney form and the certificate of title, but shall not be required to submit copies of those documents with the dealer's sales report.